

August 28, 2020

Dear Parents,

Our school is getting ready to welcome students back to school in a safe and controlled manner. The Ministry of Education announced that BC schools will open in Stage 2 where students are encouraged to attend daily as schools will not be able to provide the remote learning options that we did in June. The first day of school for students is Thursday, September 10th. You can read more here: <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-education-restart-plan.pdf>. On Tuesday, September 8th and Wednesday, September 9th staff will be reviewing and implementing safety procedures within the school.

The Ministry also has a site with information for parents: <https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school>

We have worked under the guidance of public health authorities and the Ministry of Education to develop a plan so that students and staff can learn and work together safely. We are ready to welcome your child back to school. We will strive to keep learning as the focus, but school *will* look different as health and safety are critical factors in our planning. Below is a brief summary of some of the actions taken to safely restart school this September.

Health and Safety

* Daily health screening check for students (by parents) and staff before arriving at school.
* Students who are ill (cold, flu or [showing Covid-19 symptoms](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms)) must stay home. If a child becomes ill during the school day, they will be isolated from their Learning Group/class and the parents contacted to come and pick up as soon as possible.
* Families arriving from outside of Canada must self-isolate for 14 days before entering school.
* There will be enhanced cleaning protocols especially focused on high touch points (doorknobs, faucets, etc.)
* Teachers will be encouraged to take their class outside more frequently.
* A staggered schedule may need to be adopted to promote physical distancing at drop off/pick up; and recess and lunch times.
* There will be no large gatherings (assemblies, special events, open house) at this time.
* Elementary students are welcome to wear a mask, but it is not mandatory at this time.
* No sharing of food or drink.
* Parents and visitors must make an appointment to meet with staff. There will be limited access to the building by parents and visitors. All visitors must sign in for the purpose of contact tracing. Virtual meetings will be an option for staff and parents.
* We also ask parents to also practice physical distancing (staying apart 2m) when on school grounds. This is for your safety and good modeling for our students.

Learning Groups

* A [Learning Group](https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school#learning-group) is defined as a group of students and staff who remain together for an extended period of time and who interact primarily with each other.
	+ In the Coquitlam School District, the Learning Group will include your child’s classmates and any staff assigned to work with the students on a regular basis, like your child’s teacher.
	+ Within the learning group, while there will be less opportunities to physically distance, physical contact will be discouraged.
	+ The learning group will stay together. Students will learn, eat and play together.
	+ Class size limits have not changed, therefore a kindergarten class will have no more than 22 students along with the staff who work regularly with the classroom; a primary class with no more than 24; and an intermediate class with no more than 30 students in the group.
	+ The Ministry of Education has stated that Learning Groups cannot exceed 60 people at elementary school. Therefore, our Learning Group sizes are well under the provincial limits outlined in Stage 2. In most cases our Learning Groups will be kept well below 60.
* Morning, recess, lunch and afterschool schedules and routines will be adjusted to keep Learning Groups apart as much as possible.
* If children interact with students or staff from other learning groups, they will be expected to practice physical distancing wherever possible and not engage in physical contact. In some cases, specialist teachers who work with children from different learning groups (ie. Learning assistance or English as a Second Language) will wear a mask if physical distancing is challenging.
* Parents and students will learn who their child’s teacher and Learning Groups/class is before school begins on Monday, September 14th. We expect Learning Groups to be finalized and students attending full days beginning September 14th.

Educational Programming

* Our school will be focused on in-class instruction during stage 2.
* Students will spend most of their educational time in their classroom, as there will be reduced movement of students between learning spaces.
* Student well-being will be guiding educators in planning and supporting the successful return of students to school.
* Students with disabilities/diverse abilities will continue to be supported by the goals outlined in their IEP.
* Regular health and safety practices (frequent hand washing) will take up some instructional time.
* There will be an adjusted Welcome to Kindergarten schedule. Further information will be communicated soon.
* Students will continue to receive report cards.
* Parents of children who are medically diagnosed as immunocompromised by a physician should contact me by Tuesday, September 1st. The following links are provided for your reference:

<http://www.bccdc.ca/Health-Info-Site/Documents/COVID-19-IS-Children-FAQ-BCCH.pdf>

<http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19-easing-social-distrancing-IS-children.pdf>

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| **Central Elementary Startup Information*** All students will start and end the day at the same time
* Students arrive as near to start time as possible and go directly to classroom gathering areas
* All children will be shown gathering spots, there will also be signs and visual tape marks on ground to clearly show where they need to wait. In addition, there will be staff members outside to ensure that students are in the correct gathering area. Classes will be taken inside the school by a staff member, one class at a time.
* Gathering areas include courtyard, basketball hoops, Southeast doors, Southwest doors, Northeast doors, Northwest doors
* During recess and lunch the school will be divided in half to reduce the number of children in play areas
* There will be 8 play zones on the school grounds and only one class will be in each play zone
* There will be a weekly schedule so classes rotate through the zone areas, so they have a variety of play opportunities
* At the end of the day each class will be taken outside one at a time for dismissal
* Children are to go directly home at dismissal time

Warning Bell 8:48Instruction Starts 8:54Recess Half school 10:14 / Half school 10:40Lunch Half school 12:00 -12:20 play outside 12:20 – 12:40 eat in classroomHalf school 12:20 -12:40 eat in classroom 12:40-1:00 play outside Dismissal 2:45The breakfast program will continue. We will, however, delay the start so we can make sure we have all the correct safety protocols in place during the breakfast time.Next week I will email you again with * Kindergarten gradual entry details
* specific times to come to the school on Thurs., September 10 / Fri., September 11 and Mon., September 14th
* a map of the gathering areas and recess play zones
* breakfast program start up
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We look forward to welcoming students back to school on Thursday, September 10th. Following is the district plan for elementary students on Thursday, September 10th and Friday, September 11th:

**All Students**

* Thursday, September 10th: Students attend school for a welcome and enrolment count. Duration: 10-15 minutes. Schedule will be emailed next week.

**Grade 1-5**

* Friday, September 11th: Students will attend safety orientation sessions. Duration: 60 minutes. Schedule will be emailed next week.

**Kindergarten**

* Timelines with specific and individual times will be communicated separately next week based on the gradual entry plan for Kindergarten students (Thurs., September 10th 10 min attendance check-in, Friday September 11th and Monday, September 14th Kindergarten students do not attend school. This time will be used to hold individual zoom Welcoming Conversations. From Tuesday, September 15th – 22nd Kindergarten students will attend for increasing amounts of time. On Wednesday, September 23rd kindergarten students will be in class full time.)

I will be sending out further information regarding the times that students will attend on Thursday, September 10th and Friday, September 11th. We will be reconnecting with children and completing an important health and safety orientation with them.

We need to know how many students are returning to school or what your plans are if you are choosing an alternative educational plan. There is important information in the survey. ***It is critical that you complete the survey to provide us this information.*** If you are choosing an alternate educational program, such as distributed learning or homeschooling, we cannot guarantee that your child can return to our school if you re-evaluate your plans later in the year. Please contact me if you are undecided.

I have included the link for the survey below

<https://forms.office.com/Pages/ResponsePage.aspx?id=74xl2ZICUkKZJWRC3iSkS_3vZMg7sHpFhQEQwkPz-6FUM1pIMjk1Nk84SkMwUDdYSU40QU9DVVJQQi4u>

**If you know someone who has school aged children and has moved into our neighbourhood, please encourage them to contact (phone or email) the school as soon as possible to arrange registration.**

Please note that the Provincial Health Officer and the Ministry of Education may decide to move to different stages in response to Covid-19 situation in British Columbia and we will inform you should this occur, advising next steps.

Please find a second attachment your review titled ‘Stage 2 Health and Safety Protocols: K-12 – Parents

I will be following up with more information early next week.

I look forward to working with your family this year.

Sincerely,

Tricia

***Tricia Tipper***

Acting Principal

Central Community School

2260 Central Ave.,

Port Coquitlam, B.C.

V3C 1V8

Tel:  604 941-0355

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